



ICKLETON PARISH COUNCIL
<https://www.ickletonparishcouncil.org.uk>

Chair: Steve Heaney

Clerk: Barbara Benn

Email: clerk@ickleton-pc.org.uk

2 London Road

Great Chesterford

Essex. CB10 1NY

To members of the Parish Council

You are hereby summoned to attend the meeting of Ickleton Parish Council
On Wednesday 20th August 2025, at 7.30pm, in the Gordon Woolhouse Meeting Room, Ickleton Village Hall, Frogge
Street, Ickleton. CB10 1SH

The Press and Public are invited to attend.

Open

066/25-26 Open Forum for Public Participation – 15 minutes will be made available for members of the public to address the council.

Formalities

067/25-26 Apologies for absence.

068/25-26 Councillors' Declarations of Interest and requests for dispensation.

069/25-26 To approve the Minutes of the meeting held on 16th July 2025.

Agenda

Council

070/25-26 Policy and procedures

- i. Ickleton PC Biodiversity Policy for review.
- ii. Consider if the Parish Council wishes to adopt the draft Biodiversity Action Plan.
- iii. Ickleton PC Cemetery Guidelines for Funeral Directors for review.
- iv. Ickleton PC Cemetery Guidelines for review.
- v. Ickleton PC Play Area Inspection and Maintenance review of new policy.

071/25-26 Projects and initiatives

- i. Cemetery extension update.

072/25-26 Tax and finance

- i. To note receipts from:
Icene Advertising £180
- ii. To approve payment of August 2025 invoice from T Pavelin, bin emptying, No.46 £100
- iii. To approve payment of August 2025 accounts:
Clerk's salary (confidential)
E&E Plumridge, INV-4819, Icene August 2025, £199.50
Happy Branches, tree works, INV-ICKPC-E01, £150.00
Bank charge £6.00 DD to be taken 31st August 2025
Amazon, table tennis balls, £22.99. Equals card purchase.
Reimbursement of expenses incurred by Cllr Gidley for urgent repairs to recreation ground bench.
£16.38.
- iv. Confirmation that E&E Plumridge invoice INV-4725, Icene printing July 25, £186.25, was paid on 28th July 2025.
- v. Bank reconciliation. Current account £14,998.24, Instant access account £46,919.92 Total
£61,918.16.
- vi. Equals cash card reconciliation. Balance £504.54.
- vii. To consider the request from Ickleton Cricket Club for a £3,000 donation towards the purchase of all-weather cricket nets for the recreation ground and agree response.

073/25-26 Organisation and roles

- i. Consider Clerk's request to amend annual leave dates to 22nd September 2025 to the 1st October 2025.

- ii. Consider whether to adopt the Local government services pay agreement 2025/26 with effect from 1st April 2025.
- 074/25-26 Safety and risk management
- i. To consider proposed monthly play park inspection report and decide who will undertake this.
 - ii. Confirmation that The Play Inspection Co. will be undertaking the annual inspection of the equipment at the recreation ground in October 2025.
- 075/25-26 Health and Safety
- i. Defibrillator check (Cllr Pavelin).
- 076/25-26 Churchyard and cemetery
- i. Consider if the pre-purchase of grave spaces should be put on hold until the cemetery extension is ready.
 - ii. Consider if an additional row of grave spaces should be created, for the interment of ashes only, by cutting back the tree line at the road wall.
 - iii. Review and decide on memorial permit application.
 - iv. Confirmation that the application for a grant to 100 Parishes for work to stabilise a table top tomb in St Mary's churchyard was successful. Grant value £275.
 - v. Confirmation that the Clerk arranged for the immediate removal of a broken limb from a tree at the cemetery due to Health & Safety concerns.
 - vi. Consider if the Parish Council wish to arrange for the future removal of the above tree.
- 077/25-26 Groups and Societies
- i. Consider options for increasing parking capacity at the Village Hall and agree next steps.
- 078/25-26 Publications
- i. Consider quotations received for Icene printing.
 - ii. Review Icene advertising charges.
- Environment**
- 079/25-26 District development
- i. To note that Wellcome Genome have provisionally booked Ickleton Village Hall for Tuesday 16th September, from 5pm to 8.30pm for a community event to share an update about the Wellcome Genome Campus development works.
- 080/25-26 Land and premises
- Planning information from South Cambridgeshire District Council (SCDC)*
- i. To note SCDC planning decisions:
25/01926/FUL Site: The Heath Rectory Farm Grange Road. Proposal: Installation of external wall cladding to existing agricultural barn. Status: Application Permitted.
25/0642/TTCA Site: Vine Cottage Butchers Hill. Proposal: Yew tree – Fell. Status: No Objection.
 - ii. To consider any comments to be returned to SCDC relating to tree works:
25/0713/TTCA Site address: 63 Abbey Street. Proposal: Walnut tree, T1 - since the tree was crown reduced in 2021, it has grown considerably and is approximately 17m high by 14m wide. Some branches extend over the adjacent public footpath and over the gardens of neighbours. It is proposed to reduce the crown to the points where it was pruned on previous occasions after which it will be approximately 14m high by 11m wide. Holly, T2 - it is proposed to trim the side shoots back by 0.5-1m to maintain the conical shape of the tree. Comment by 12th August 2025.
 - iii. To note that the skate park has now been removed.
 - iv. Discuss and decide whether the zip wire should be removed whilst fundraising takes place for a replacement.
 - v. Discuss and decide whether the table tennis table should be moved to the concrete base on which the skate ramp was based.
- 081/25-26 Recreation
- i. Consider and decide on proposed hire agreement for Ickleton Cricket Club.
- Social issues**
- 082/25-26 Housing
- i. To note that Cambridgeshire ACRE, at the request of the Parish Council, will contact all residents on 25th August asking them to take part in an important Housing Needs Survey to help shape the future of the village.

- ii. To consider which of the proposed marketing materials the Parish Council wish to use for the purpose of publicising the survey.

Transport and Streets

Roads and Highways

- 083/25-26 Consider if the Parish Council wish to complete the Expressions of Interest survey for the 26/27 application round for the Local Highways Initiative.
- 084/25-26 Action list update and Councillors' reports.
- 085/25-26 Matters for Further Discussion. This item is subject to the discretion of the Chair and includes matters raised by Councillors with a view to being an item on the next agenda. Please note that no decisions can be lawfully made under this item.
- 086/25-26 **Date and time of next Parish Council meeting: Wednesday 17th September at 7.30pm**
Any business and payments to be considered at the Parish Council Meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting

Close

Barbara Benn

Date 14th August 2025